**SAMPLE LETTER THAT YOU CAN USE TO WRITE TO YOUR LEGISLATOR**

(Month) (Day) (Year)

**For United States Senators**

The Honorable (full name)

United States Senate

Washington, DC 20510

Dear Senator (last name):

**For Members of the U.S. House of Representatives**

The Honorable (full name)

U.S. House of Representatives Washington, DC 20515

Dear Representative (last name):

RE: child sex trafficking and exploitation (include any specific bill numbers for your state, authors and subjects if you are writing to support or oppose a particular legislative bill). **Keep letters brief and to one page. Try to discuss only one bill or issue.**

Dear (Assembly Member/Senator) (Last name): My name is (your first and last name) and I (family member /service provider/advocate/community member) reside in your district. **Introduce yourself: "I am a social worker at \_\_\_\_\_\_\_.”**

(State why you support or oppose the bill or other issue here. Choose up to three of the strongest points that support your position and state them clearly). Stick to the point with a brief statement of the issue or concern, such as "We urge your support for \_\_\_\_\_, which will \_\_\_\_\_\_\_\_." **If you are writing in reference to a specific bill, include the bill number. Follow your opening paragraph with a concise explanation of why you support or oppose a particular bill or issue. Strong, well-thought-out arguments are more effective than a list of reasons to support or oppose a bill. Use bullet points to help outline your arguments.**

(Include a personal story. Tell your representative why the issue is important to you and how it affects you, your family members and your community). **Help the legislator understand why your position is important to his or her constituents. Include facts and statistics about how a bill or issue will impact educators, students or schools in the legislator's district. If possible, include a local anecdote illustrating the problem you are seeking to address, using your own knowledge and experience to inform the legislator.**

(Tell your representative how you want her or him to vote on this issue and ask for a response. Be sure to include your name and address on both your letter and envelope). **Include contact information and offer to be a resource should the legislator or staff have questions or need additional information.**

Sincerely,

SIGN YOUR NAME

Print your name

Street address

City, State, Zip code